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UNITED STATES INTELLIGENCE BOARD

SECURITY COMMITTEE

SECOM-D-5

26 September 1974

MEMORANDUM FOR: Security Committee Members

SUBJECT : CIA's Proposed Form for Submitting  
Information on Foreign Integrated and  
Liaison Personnel in the United States

1. At the 24 September meeting of the Committee, it was agreed that members would supplement present efforts to comply with the USIB policy on uniform procedures to report information on foreign integrated and liaison personnel in the United States. In this connection, the CIA has prepared a form as a guide to contributing departments and agencies, copies of which are attached. The sample form provided at the 24 September meeting was prepared for internal CIA use and requires some information not required of non-CIA users.

2. In connection with the request on this form for "level of security clearance by his government and by the US Government," a question has been raised whether or not special access clearances should be recorded. It is proposed that the level of clearance be provided, i. e., Confidential, Secret or Top Secret, in all cases. If the individual is approved for compartmented access, it is suggested that this be indicated by inclusion of the word "Compartmented" following the description of clearance level. It is not desired that the specific compartmented clearances or "Special Access Required" projects be noted.

3. In the "area of his need to know," contributors are asked to list in general terms any area specialization or specialized function, e. g., "missiles," "cryptology," "Ground Forces," and

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"Soviet Air Forces." If the "area of need to know" can be better identified by other terms, contributors are encouraged to use them. Position numbers or component abbreviations should not be used.

4. Users of this form need not complete the section titled "US departments/agencies to whom accredited." There is no desire to request users to check with other departments or agencies. This information will be compiled by CIA from contributors to the central index. In the case of DIA, if information on an individual accredited to the DoD, DIA and/or any service department is being provided, then all such elements could be noted and those elements need not submit this form.

5. In addition to checking the appropriate block in the section identified as "Results of Security Checks of US Government Agencies," contributors are requested to indicate the month and year checks were conducted.

6. It is recognized that not all information called for by this form may be available to users. Users are requested to provide as much information as may be reasonably available. If, after a period of use, changes in the form appear to be desirable, revisions can be made.



Executive Secretary

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Attachment

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